

# Talent Match South East

## Service Delivery Partner Eoi

Please complete and return this form to Donna Plakhtienko at Talent.Match@bbwcvcs.org.uk by 10am on Thursday 31 December 2015, 12pm at the latest.

Please complete and return this Expression of Interest if your organisation would like to be a Lead Delivery Partner in the following services. We are looking for 1 organisation to lead the management and delivery of each of the Services (1 and 2).

Please complete an Expression of Interest for each service you wish to lead.

Applications will be considered by a panel consisting of an independent chair, two independent members of the core partnership, and members of the Young Peoples Partnership (YPP). The panel will be meeting on 6 and 7 January 2016 with interviews for representatives of shortlisted organisations on 13 and 14 January. We will notify successful applicants by the Friday 5 February at the latest. The delivery period for both services is 1 April 2016 to 31 December 2018.

As the panel includes young people who may be unfamiliar with funding terminology, applicants are encouraged to ensure that their applications are jargon free. **In order to help young people understand more easily, applicants will also have to provide a short 5 minute video ( YouTube clip for example ) showing how the programme will work.** We do not expect videos to be professionally filmed.

We are currently re-commissioning two of our main services – Employer Engagement and Young Peoples Partnership.

At the end of last year (2014) the contractors who were delivering these services both stepped down and the current delivery partners took over at very short notice. They were both only commissioned for one year till the end of March 2016. We need to ensure that these services are in place for the next three years till the end of the project. They are integral to the success of TMSE and operate across the whole of the TMSE area.

### Project Overview

The services required for delivery are as below.

Talent Match South East provides tailored support routes to help 18-24 year olds who have not been in employment, education or training for 12 months or more to move into sustainable jobs or self-employment. The project mobilised during 2014 and has supported over 800 young people already. Young people we support are unemployed for an average of 23 months before joining the project and often face multiple barriers that have prevented them accessing sustainable employment. All young people are matched with a mentor who then supports the young person throughout their journey on the project and refers the young people to additional services offered in each county by a variety of partners.

The Talent Match South East project is working towards the following 4 broad outcomes:

**Outcome 1:** 4250 young people to receive receive1:1 intensive mentoring with 70% reporting an increase in confidence in finding work and knowing where to find it.

**Outcome 2:** 20% of young people will progress into sustained employment or enterprise of 16 hours or more

**Outcome 3:** Create 3 networks of employers, providing between 30% and 50% of project participants with work experience / work tasters

**Outcome 4:** Work with at least 10 FE colleges / training providers to pilot an innovative approach across the South East LEP to deliver skills and enable progression to accredited programmes.

### Geography of Services

Talent Match South East works across 11 geographical target districts with an allowance of 20% to support young people who live close to but outside of these areas. These areas have been chosen as they have high levels of long-term youth unemployment. The table below shows the current percentages of the total number of young people we have supported in each target area so far:

<b>East Sussex</b>	<b>Kent</b>	<b>Essex</b>
Hastings ( 11 % )	Medway (19%)	Thurrock (7%)
Eastbourne (6%)	Swale (8%)	Southend (9%)
Bexhill * (1%)	Thanet (9%)	Basildon (8%)
	Dover (5%)	Harlow ^ (2%)
		Tendring (5%)
Out of Target Area (3%)	Out of Target Area (2%)	Out of Target Area (4%)
<b>Total (21%)</b>	<b>Total (44%)</b>	<b>Total (35%)</b>

\* Bexhill became a target district in May 2015

^ Harlow was removed as a target district in October 2015

### Staffing

Please note that any vacancies that need to be filled in order for you to deliver the service must be openly recruited in compliance with the guidance issued by the BIG Lottery Fund. Copies of the guidance are available upon request from Donna Plakhtienko at [Talent.Match@bbwcvcs.org.uk](mailto:Talent.Match@bbwcvcs.org.uk)

### Meetings

Lead Delivery Partners will be required to attend the following Talent Match South East meetings:

Contract Review Meetings - monthly  
 Hub Meetings in each county – bi monthly  
 Delivery Partner Meetings - quarterly

## Outline of Services

### 1. Employer Engagement

**1.1 Service description: In order to progress young people into sustainable employment the project will offer young people opportunities to prepare for employment.** The key aims of the Employer Engagement Service are:

- Increasing employer engagement, working with them to aid their understanding of the needs of the target group, their capacity to recognise talents and their ability to recruit and support young people.
- Providing training and/or support for young people to prepare them for work tasters, placements and employment
- Working with employers and training providers to deliver focused short term work tasters, work placements and work experience to build young people's knowledge of job skills, behaviours, and enhance young people's CV's.
- Create employment opportunities for young people based on their areas of interest and local employment opportunities. Training activities will also be responsive to employer needs to ensure young people are well placed to secure work

**1.2 Delivery Area:** Across all Talent Match target areas. Please see Geography of Services

**1.3 Maximum Budget: £505,000**

**1.4 Outcomes/indicators to be monitored will include:**

- Leading a project wide Skills and Employment Sub-group to be made up of young people, employers and mentoring partners which will develop and evaluate activity that supports young people into sustainable employment
- Providing a minimum of 30% of work ready project participants with work experience or work tasters within agreed timescales  
Also to be considered:
- 20% of young people will progress into sustained employment or enterprise of 16 hours or more.
- Each young person will receive innovative employment and skills training and work directly with employers.

## 2. Young People's Partnership

**2.1 Service description:** The Young People's Partnership (YPP) is a core element of the strategic vision and the delivery of this project. This group will continue throughout the project's lifetime and make decisions at all levels in partnership with the Core Panel and Steering Group as well as other meetings where their views need to be expressed and represented. The key aims of the Young People's Partnership are:

- Empower young people to make a positive contribution to the planning and actions of Talent Match programmes and activities in the South East, ensuring that youth participation is at the heart of the Talent Match project.
- Have direct influence on Core Partnership Group decisions
- Provide personal development opportunities for Panel members

**2.2 Delivery Area:** Across all Talent Match target areas Please see geography service

**2.3 Maximum Budget: £199,000**

**2.4 Outcomes and Indicators to be decided with the Lead Partner.**

- The YPP will be representative of local young people and will have a minimum membership of 20 at any one time.
- The YPP will meet regularly and will be consistently supported in their group and personal development.
- YPP should be involved in the evaluation of both new services and delivery of new ones, and to act as a sounding board for delivery partners.
- The YPP lead will manage, facilitate the YPP and act as a role model and mentor for all in the partnership.
- The YPP Lead will also take on responsibility for wider Youth Participation and Co- Production across the project.
- The YPP lead will organise/deliver training to the YPP as required to ensure a better understanding of their roles.
- The YPP lead will also maintain good relationships with all delivery partners and work with them to ensure that YPP are involved throughout TMSE
- Deliver a role induction for all new Talent Match Ambassadors – A role description for this position can be found on the BBWCVS website.
- Ensure young people have access to public transport tickets for their travel to meetings and events